



Massachusetts Commission on the Status of Women

COMMISSIONER APPLICATION PROCESS INFORMATION & FORMS



The Massachusetts Commission on the Status of Women (MCSW) was enacted by law and established in 1998 to advance Massachusetts' women toward full equality and to promote rights and opportunities for all women. The Commission is an independent state agency that provides a permanent voice for women across Massachusetts.

The Commission is comprised of 19 appointed commissioners who have had prior experience working towards the improvement of the status of women. Commissioners are drawn from diverse racial, ethnic, religious, age, sexual orientation, and socio-economic backgrounds from throughout the Commonwealth. Appointments are made annually by the Governor (5), the Senate President (4), the Speaker of the House of Representatives (4), and the Caucus of Women Legislators (6).

The Commission's duties include: attending monthly MCSW commission meetings, attending MCSW regional public hearings, and participating in MCSW committee work and events; studying, reviewing and reporting on the status of women in the Commonwealth; advising executive and legislative bodies on the effect of proposed legislation on women; informing leaders of business, education, health care, state and local governments and communications media of issues pertaining to women; providing referrals and serving as a resource of information on issues pertaining to women; identifying and recommending qualified women for positions at all levels of government; promoting and facilitating collaboration among local women's commissions and among women's organizations in the state; serving as a liaison between government and private interest groups concerned with issues affecting women; and serving as a clearinghouse of information on issues pertaining to women.

To be considered for appointment to the Commission please submit a completed application by mail directly to one or more of the commission's appointing authorities at the contact information below. *Please remember that information provided by any applicant is public and cannot be kept private or confidential.*

Governor Deval Patrick Office of the Governor Attn: Madelyn Grant, Office of Appointments State House, Room 360 Boston, MA 02133	Senate President Therese Murray Attn: Francine Gannon, Director of Constituent Services State House, Room 330 Boston, MA 02133
Speaker of the House Robert A. DeLeo Attn: Jim Eisenberg, Chief of Staff State House, Room 356 Boston, MA 02133	Caucus of Women Legislators Attn: Jessica Leitz, Executive Director State House, Room 460 Boston, MA 02133

A commissioner's term of office will be no more than three years, depending upon the vacant seat being filled. A commissioner is eligible for reappointment to a full three-year term at the end of their initial term. Commissioners are considered "special state employees" and are subject to Chapter 268A, the state conflict of interest law. Due to budget constraints, commissioners are volunteers and are not compensated for their work or reimbursed for usual and customary expenses, such as travel.



Massachusetts Commission on the Status of Women



COMMISSIONER APPLICATION FORM

Instructions: To be considered for appointment by any of the appointing authorities (Governor, Senate President, Speaker of the House, or Caucus of Women Legislators), please fully complete this form and mail all three sections of the completed application to one or more of the appointing authorities listed on the previous page. **Please be sure that your name is on each attachment.** Appointments are made annually.

Name _____

Home Address _____

Position _____

Organization _____

Work Address _____

Daytime Phone _____ Evening Phone _____ Cell Phone _____

Home Fax _____ Work Fax _____

Home E-Mail _____ Work E-Mail _____

SECTION 1 – MCSW CRITERIA

- I. Please write a statement which addresses the following three questions:
 - a. Why are you interested in being appointed to the Massachusetts Commission on the Status of Women?
 - b. How have you worked to advance the status of women?
 - c. What three issues concerning the women of Massachusetts are you most interested in?
- II. The law establishing the Commission calls for its members to be drawn from diverse racial, ethnic, religious, age, sexual orientation, and socio-economic backgrounds from throughout the Commonwealth. Voluntary information about how your appointment would contribute to these goals is welcomed and encouraged.
- III. Will you be able to attend daytime meetings, spend time preparing for meetings, and participate in events and activities outside of regularly scheduled meeting times?

SECTION 2 – BACKGROUND INFORMATION

- 1) Have you ever been employed by the federal, state, or local government? If yes, please list positions and periods of employment:

- 2) Have you ever been elected or appointed to public office (including other Boards and/or Commissions) in Massachusetts? If yes, please list and include dates:

- 3) Please list association memberships:

- 4) Have you been or are you now a registered lobbyist? If yes, please list the principals you represent(ed) and dates:

- 5) Is there anything else you think we should know about you, your background or your experience?

- 6) Please list three persons unrelated to you who would support your appointment:

- 7) Please complete the attached biographical form [page 6] **OR** attach a copy of your résumé.

SECTION 3 – CURRICULUM VITAE

Please describe your background and/or experience in the following areas. You may respond to these questions on a separate sheet of paper and attach your answers to the application form. (A résumé may be submitted in lieu of this form.)

1. EDUCATIONAL BACKGROUND: (Please list schools attended and degrees obtained)
2. WORK EXPERIENCE: (Please list job titles, employers, and job responsibilities)
3. VOLUNTEER AND/OR COMMUNITY EXPERIENCE: (Please list organizations and/or groups that you worked with and describe the nature of your work)
4. ADDITIONAL RELATIVE EXPERIENCE: